

Memorandum

Police Department



Date: October 3, 2001
To: Mayor and City Council
From: Kevin Kotsur, Assistant Chief of Police
Cc: Ralph Tranter, Chief of Police
Subj: Expansion of Park Ranger Program

The current Park Ranger program consists of thirteen Park Rangers who are supervised by one Police Sergeant. They are responsible for providing security and customer service functions at City Hall, the library, the Performing Arts building, the Goodwin building, 525 S. Mill, and Tempe Town Lake. At the direction of the City Manager, the Police Department researched the impact of expanding the Park Ranger program to provide Ranger services at all City Parks. After reviewing calls for service data and discussing this concept with representatives from Parks and Recreation a number of options are available. Those options are outlined in the attached report for City Council consideration and direction.

Kevin Kotsur
Assistant Chief of Police
Investigations Division

Memorandum



Police Department – Investigations Division

TO: Kevin Kotsur, Assistant Chief
Investigations Division

FROM: Tom Long, Commander
Special Services Bureau

DATE: August 24, 2001

Subj: Park Ranger Expansion – Executive Summary

Overview

The Special Services Bureau of the Tempe Police Department was directed to research the impact of expanding the existing Park Ranger Program to provide enhanced security and customer service at the busiest City parks. After reviewing police calls for service, consulting with representatives from both Parks and Recreation and the Park Ranger program, alternatives to expand the Park Ranger program are outlined in this report.

History

In 1998 the Park Ranger program was established to provide security services to the Tempe Town Lake, City Hall, and the Tempe Library. Currently there are thirteen Park Rangers and one Park Ranger Supervisor. The Park Rangers provide a variety of services twenty-three hours a day, seven days a week. Some of those services include responding to citizen's request for information and assistance, public education and enforcement of City Codes, and facility and lake security. Eight of the Park Rangers patrol the Tempe Town Lake, but they are restricted to patrol only the Tempe Town Lake area because the Rio Salado District funds their positions. These Park Rangers are responsible for providing security for two dams, a park with approximately four miles of shoreline, and the lake. Five Park Rangers provide security services at the Tempe Library, City Hall, the Performing Arts building, the Goodwin building, and the 525 S Mill building. The Park Rangers will also provide security services for the new City offices, which are currently under construction. A current staffing roster accompanies this report as attachment #1.

Calls for Service Analysis

The Crime Analysis Unit of the Tempe Police Department was asked to research and analyze the number of citizen and officer generated calls for service in Tempe parks by time of day and day of week for a two-year timeframe (7/1/99 to 6/30/01). The Crime Analysis Unit determined there were 5,562 calls for service in 41 Tempe parks. Citizens were responsible for generating 2,162 calls, while officers generated 3,400 calls. Of those 5,562 calls for service, 4,660 calls or 84% occurred in 10 of the 41 parks. Those parks and calls for service are listed as follows:

Park	Citizen Generated	Officer Generated	Total Calls for Services
Kiwanis Park	457	820	1277
Daley Park	135	403	538
Papago Park	150	326	476
Canal Park	89	385	474
Tempe Beach	144	251	395
Escalante Park	250	131	381
Clark Park	187	194	381
Moeur Park	47	311	358
Hudson	79	144	223
Sellah Park	68	89	157

This analysis revealed that Kiwanis Park generated the most calls for service with 1277 calls, or 23% of the total calls for service in Tempe parks. Combined calls for service for the North Tempe Parks (Canal Park, Papago Park, Moeur Park and Tempe Beach Park) equal 1,703 calls for service, or 31% of the total calls for service.

The Crime Analysis Unit also identified the top five types of calls for service in Tempe parks, and their frequency. The top five call types and frequency are listed below:

Call Type	Frequency
Self Initiated	2008
Subject Stop	725
Suspicious Activity	691
Vehicle Stop	544
Check Welfare	189

Park Rangers will respond to four out of the top five calls for service. Park Rangers are not permitted to make vehicle stops or enforce state traffic law. However, Park Rangers will be able to address citizens driving into and parking in the park.

A review of the calls for service in the ten busiest parks by time of day and day of week indicated that activity is occurring seven days a week. Additionally, the analysis shows peak activity on Friday and Saturday nights from 8:00 PM to 1:00 AM, on Sunday, Monday, Thursday and Friday afternoon and every night between Midnight and 1:00 AM. Copies of the crime analysis reports accompany this memorandum as attachment #2.

Job Description

The Park Rangers answering calls for service in Tempe Parks will have the same responsibilities as the Park Rangers who work at the Tempe Town Lake. Each day the Rangers will report to the Rio Salado Operations Office prior to starting their shift and complete their administrative duties (e-mail, briefing, and review current issues). Some of the Rangers other responsibilities will include:

- Answering calls for service at City parks.
- Provide a proactive security presence in Tempe parks during peak activity times.
- Monitor Parks for damage or unsafe conditions.
- Work with community and various City departments to resolve safety issues at Tempe Parks.
- Work with Parks and Recreation to address park related concerns or issues.

- Assess activities and identify inappropriate behavior; tactfully resolve the issue with the individual(s) involved; notify the police department to respond if inappropriate activity escalates and/or becomes dangerous.
- Monitor special events at the various parks.
- Public education and enforcement of various City Codes, and Park rules and regulations.
- Understand the operations of park facilities.

Staffing Considerations and Recommendations

While reviewing the 1999 Parks and Recreation Citizen Survey, Tempe residents indicated that the most important improvement to existing parks that residents would be most willing to support with tax dollars was the increased visibility of law enforcement. A copy of this survey accompanies this memorandum as attachment #3.

With the expansion of the Park Ranger Program, the need to add an additional supervisory position becomes a priority. The current employee span of control for the Park Ranger Supervisor is 13 to 1. Adding additional staff without an additional supervisor would present supervisory problems. Based on officer and citizen generated calls for service, time/day of activity, conversations with Parks and Recreation, and the geographical park locations, I submit the following three options for consideration.

Option #1

Add five additional Park Rangers and one Park Ranger Supervisor to provide Park Ranger services to the ten busiest parks. These additional Park Rangers will also be available to respond to calls for service and provide some preventive patrol, when available, at the remaining 31 City parks. The Park Ranger work schedule will be as follows:

Dayshift Rangers

Ranger #1 Thursday to Sunday 8:00 AM to 6:00 PM

Ranger #2 Sunday to Wednesday 8:00 AM to 6:00 PM

- Dayshift Rangers would overlap on Sunday, as it is one of the busiest days.

Nightshift Rangers

Ranger #3 Monday to Thursday 5:00 PM to 3:00 AM

Ranger #4 Friday to Monday 5:00 PM to 3:00 AM

Ranger #5 Thursday to Sunday 5:00 PM to 3:00 AM

- Two Park Rangers would be on-duty Thursday through Monday, which is a high activity time.

Park Ranger Supervisor

Thursday to Sunday 3:00 PM to 1:00 AM

- The Park Ranger Supervisor will be a Police Sergeant and will share the supervisory responsibilities with the current Park Ranger Supervisor.

The total fiscal impact of adding five Park Rangers and one Park Ranger Supervisor will be \$377,846.91, with a recurring cost of \$279,054.51. These figures are based on 2002/2003 figures. A detailed explanation of costs is attached to this memorandum as attachment #4.

Salary for 5 Park Rangers	\$188,218.48
Salary for 1 Park Ranger Supervisor	\$76,445.78
Equipment recurring	\$14,390.25
Equipment non-recurring	\$98,792.40
Grand Total	\$377,846.91

Option #2

A second alternative is to add three Park Rangers and one Park Ranger Supervisor to provide Park Ranger services at the five busiest parks. A calls for service analysis showing peak activity in these parks is attached to this memorandum as attachment #5. Based on that analysis, the Park Rangers work schedule will be as follows:

Dayshift Ranger

Ranger #1 Thursday to Sunday 8:00 AM to 6:00 PM

Nightshift Rangers

Ranger #2 Wednesday to Saturday 5:00 PM to 3:00 AM

Ranger #3 Saturday to Tuesday 5:00 PM to 3:00 AM

Park Ranger Supervisor

Thursday to Sunday 3:00 PM to 1:00 AM

- The Park Ranger Supervisor will be a Police Sergeant and will share the supervisory responsibilities with the current Park Ranger Supervisor.

The total fiscal impact of adding three Park Rangers and one Park Ranger Supervisor will be \$301,602.72, with a recurring cost of \$210,544.62. These figures are based on 2002/2003 figures. A detailed explanation of costs is attached to this memorandum as attachment #4.

Salary for 3 Park Rangers	123,331.09
Salary for 1 Park Ranger Supervisor	76,445.78
Equipment recurring	10,767.75
Equipment non-recurring	91,058.10
Grand Total	301,602.72

Option #3

The third alternative is to add two Park Rangers and one Park Ranger Supervisor to provide Park Ranger services to Kiwanis Park. These additional Park Rangers will also be available to answer calls for service and provide some preventive patrol, when available, at other city parks. The Park Rangers work schedule will be as follows:

Dayshift Ranger

Ranger #1 Thursday to Sunday 8:00 AM to 6:00 PM

Nightshift Rangers

Ranger #2 Wednesday to Saturday 5:00 PM to 3:00 AM

Park Ranger Supervisor

Thursday to Sunday 3:00 PM to 1:00 AM

- The Park Ranger Supervisor will be a Police Sergeant and will share the supervisory responsibilities with the current Park Ranger Supervisor.

The total fiscal impact of adding two Park Rangers and one Park Ranger Supervisor will be \$231,282.37, with a recurring cost of 176,289.67. These figures are based on 2002/2003 figures. A detailed explanation of costs is attached to this memorandum as attachment #4.

Salary for 2 Park Rangers	90,887.39
Salary for 1 Park Ranger Supervisor	76,445.78
Equipment recurring	8,956.50
Equipment non-recurring	54,992.70
Grand Total	231,282.37

Option #4

Due to the downturn in the economy continue to provide police services in City Parks with existing police resources.

Projections for 2 Park Rangers and 1 Supervisor

Recurring costs

2002-03

Salaries for 2 Rangers	56,775.26
Overtime	2,047.50
FICA	4,499.94
State Retirement	1,564.69
Insurance	26,000.00
Total salaries and benefits for 2 Rangers	90,887.39

Salary for Ranger supervisor	59,184.22
Overtime	2,134.13
FICA	4,690.85
LE Retirement	5,236.59
Insurance	5,200.00
Total salary and benefits for 1 Sgt.	76,445.78

(2) Desktop computers	2,520.00
(2) Software	525.00
Uniform allowance	2,283.75
BBI	3,627.75
Total recurring operational costs	8,956.50
Total recurring costs	176,289.67

Non-recurring costs

(3) Recruit Kits	3,385.20
Radios(3)/pager(3)/cellphone(1)	10,038.00
(3) Vests	1,039.50
(1) Half ton trucks (paint,lights)	29,400.00
(1) Vehicle Radios	2,625.00
(1) Quad ATV	8,505.00
Total non-recurring	54,992.70

Grand Total	231,282.37
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**Citizen and Officer Generated Calls for Service at Canal, Daley, Kiwanis,
Papago, and Tempe Beach Park
July 1999 through June 2001
By Time of Day and Day of Week**

	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total	Percent
0000	48	43	45	32	30	33	40	271	8.6%
0100	37	28	37	29	23	17	32	203	6.4%
0200	28	21	20	13	20	24	31	157	5.0%
0300	20	13	11	12	8	6	15	85	2.7%
0400	8	11	11	8	5	10	11	64	2.0%
0500	12	10	7	6	6	7	11	59	1.9%
0600	12	15	16	18	11	13	8	93	2.9%
0700	15	16	10	10	10	15	15	91	2.9%
0800	10	15	11	14	11	22	13	96	3.0%
0900	21	32	20	23	35	21	29	181	5.7%
1000	20	18	16	7	33	29	30	153	4.8%
1100	21	16	12	17	11	14	16	107	3.4%
1200	27	27	20	17	20	19	20	150	4.7%
1300	26	33	20	18	21	14	14	146	4.6%
1400	36	19	20	12	28	28	22	165	5.2%
1500	35	9	11	13	22	14	18	122	3.9%
1600	24	6	10	12	15	11	16	94	3.0%
1700	19	7	10	11	16	14	22	99	3.1%
1800	26	19	12	13	16	11	24	121	3.8%
1900	23	21	16	14	24	28	22	148	4.7%
2000	9	15	13	18	18	20	26	119	3.8%
2100	6	12	9	17	15	13	49	121	3.8%
2200	18	15	22	24	11	29	59	178	5.6%
2300	19	21	12	18	17	26	24	137	4.3%
Total	520	442	391	376	426	438	567	3160	100.0%
Percent	16.5%	14.0%	12.4%	11.9%	13.5%	13.9%	17.9%	100.0%	

